

OPPORTUNITY FOR ALL  
**EDREDESIGN**  
THE EDREDESIGN LAB



**Job Title:** Summer Intern at The EdRedesign Lab

**Type:** Internship

**Function:** Other/Career

**Salary:** Standard undergraduate student rate for continuing Harvard students or outside funding

**Weekly Hours:** 14 hours (2 days)

**City:** Cambridge and remote options available

**State:** MA and Remote

**Country:** USA

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### **Background Information**

Founded in 2014 by Paul Reville, former Massachusetts Secretary of Education and Professor of Practice of Educational Policy and Administration at the Harvard Graduate School of Education, The EdRedesign Lab (EdRedesign) is a university-based action research hub. In the pursuit of equity and social justice, we support the field in building cross-sector, community-wide systems of support and opportunity for children from birth to adulthood. EdRedesign pursues three strategies to identify and advance principles of effective practice, including actionable research, communities of practice, and movement building.

We are currently partnering with 10 communities across the country through our By All Means (BAM) Communities of Practice, which utilizes children's cabinets as a mechanism for building a system of comprehensive supports and opportunities. In addition, we oversee the Local Children's Cabinet Network (LCCN), in collaboration with the Children's Funding Project and the Forum for Youth Investment, which brings together communities to engage in peer learning and share best practices. We also recently established an Institute for Success Planning to help communities redesign their systems of support and opportunity for children and youth. As part of the Institute, we launched a new community of practice focused on Success Planning, a personalized, relationship-based strategy to support each child's individualized strengths and needs.

### **Project Overview**

This summer, we're hosting multiple in-person events to bring together EdRedesign's communities of practice. In order to prepare and execute these convenings, we're seeking an intern to assist with a variety of activities, including helping to draft materials, conduct background research, and organize supplies, as well as provide logistics support during the events. Depending on the intern's experience and interest, they may also contribute to our applied research. We are currently building our body of work highlighting promising examples of collaborative, personalized efforts to meet the needs of all children. In particular, the intern may contribute to the development of briefs, tools, and other resources; conduct independent research on key topics; and attend meetings and summarize relevant information for key stakeholders.

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## Responsibilities

EdRedesign is seeking an intern to support our team and help advance our priorities. Depending on experience, the intern may support the following activities:

- Draft materials for events
- Support event planning and logistics
- Synthesize research on key topics
- Contribute to cases, briefs, guides, and other materials
- Attend meetings, take notes, and summarize relevant information
- Create compelling slides and graphics
- Participate in and support webinars, convenings, and other EdRedesign activities if available

## Qualifications

- Commitment to EdRedesign's vision
- Interest in research, policy, or community work related to education and youth
- Ability to work both collaboratively and independently
- Some experience in event planning/support and/or willingness to learn a plus
- Some experience in applied research or graphic design a plus

**Number of Openings for this Position:** 1-2

**Internship/Project Term (Work Period):** Summer 2022

**Required Work Schedule (if any):** Flexible but preference for those who would be available in person during the week of July 18-22

**Hours per Week:** 14 hours / 2 days

**Compensation:** Hourly student rate for continuing Harvard students or outside funding

**TO APPLY:** Send your resume and cover letter to Lynne Sacks, [lynne\\_sacks@gse.harvard.edu](mailto:lynne_sacks@gse.harvard.edu) and Bridget Rodriguez, [bridget\\_rodriguez@gse.harvard.edu](mailto:bridget_rodriguez@gse.harvard.edu), with the job title in the subject line. Applications will be considered on a rolling basis.